

FREDERICK COUNTY
Local Emergency Planning Committee (LEPC)
Meeting Minutes

DATE: Wednesday, October 25, 2017

LOCATION: Public Safety Training Facility
5370 Public Safety Place
Frederick, MD

ATTENDEES: Sue Barthol, FC-DPW; Rohan Brown, FC-DEP; Chris Ciucci, AstraZeneca; Rhonda Cunningham, FC-DEP; Dennis Dudley, FC-DEP; Gregory Eyler, TPD; Todd Johnson, Health/HCC&P; Ronald Kunz, NIH; Mark Landahl, FCSO; Rebekah May, FC-DEP; Robert McNamara, Skyworks; Melissa Pawlus Health/HCC&P; Doug Wallick, DFRS; John Woelfel, FC-ECC; Samantha Williams, Max Health; Melissa Wyatt, Red Cross.

Dennis Dudley called the meeting to order at 0830 hours.

INTRODUCTION AND WELCOME OF LEPC MEMBERS AND GUESTS

All in attendance introduced themselves.

MEETING MINUTES:

- A motion was made by P. Wallick and seconded by M. Pawlus that the minutes of the August 8, 2016, meeting be accepted as presented. The motion passed unanimously.

COMMITTEE REPORTS:

- External Sub-Committee
 - Nothing to report.
- Internal Sub-Committee
 - Nothing to report.

OLD BUSINESS or INFORMATION:

- R. Cunningham let the committee know there were a lot of NRC notifications since we met in August 2016 and left them on the table for everyone's review.

NEW BUSINESS

- Melissa Pawlus requested the 2018 LEPC meetings be held bimonthly until the committee completes bylaw, elections and membership updates and return to the quarterly schedule when the committee is comfortable with the committee updates.
- Election of Officers – elected officials are required to be a member of the LEPC.
- Membership – we need to review this and make changes to pass through the County Executive and then through the state.
- Constitution and Bylaws – please start reviewing them. We need members for the Internal and External committees.
- Hazard Mitigation Plan

- Fire Rescue is responsible for the Hazard Material response plan and it is currently up-to-date.
- The Hazard Mitigation Plan is currently being adopted by municipalities.
- A full copy of the Hazard Mitigation Plan is on our website.

ROUNDTABLE:

- M. Landahl
 - Requested LEPC 101 so that we can start from the beginning. We need to be taught what the LEPC is and what it is expected to do.
- J. Woelfel
 - Emergency Communications will be moving from the LEC to PSTF by the first of the year.
- B. McNamara
 - There is a table top for Hazwoper Recert in December

A motion was made by T. Johnson and seconded by M. Landahl to adjourn the meeting. The motion passed unanimously and the meeting was adjourned at 0900 hours.

Respectively submitted by Rhonda Cunningham, Secretary.

Next Meeting: December 11, 2017, 8:30 am, PSTF, Room 126